

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, May 11, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 11, 2004, with the following members present: Deanna Santema, Dennis Falken, Donald Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Robert Hill, Ted Eggebraaten, Todd Struwe, Stacy Steffensen, Teresa Anderson, Pete Bolzer, Verle Thompson, Gary Heldt, Scott Munsterman, John Andrews, and Brian Eclov.

## **CALL TO ORDER**

Chairperson Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the May 11, 2004 Commission Meeting, and the minutes from the May 4, 2004 Commission Meeting. Welfare Matters: Case # 04-045 for rent was approved; Case # 04-046 for utilities was denied; Case # 04-028 for hospital was denied; Case # 04-025 for hospital was denied; Case # 04-047 for utilities was denied. Travel/Education: Teresa Anderson to go to Boise, Idaho on June 24-28, 2004 to attend the Community Emergency Response Team (CERT) Conference. Joyce Caugherty to go to Watertown, SD on May 18, 2004 to attend the Regional Staff Meeting.

## **ROUTINE BUSINESS**

Motion by Klavetter, seconded by Negstad, to approve the following claims. Roll Call Vote: Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes. AAA Auto Glass, windshield \$290.00; A&B Service, clutch repair \$888.95; Cyndi Ault, payroll advance \$500.00; Bierschbach Equipment, oil pump \$245.21; Kris Bothwell, payroll advance \$500.00; Bozied Oil, car washes \$100.00; Brock White Co, joint filler \$6,259.95; Bkgs Area Transit, qtrly payment \$8,125.00; Bkgs City, utilities \$9,204.30; Bkgs Co Treasurer, adv tax \$114.00; Bkgs Electric Construction, wiring \$663.08; Brown & Saenger, voter cards/envelopes \$1,119.60; Denise Brown, payroll advance \$500.00; Dawna Budahl, meals \$87.00; Butler Machinery, nuts/bolts \$99.84; Calhoon & Kratochvil, postage \$120.00; Don Carlson, MI hearing \$15.00; Cellular One, telephone \$323.84; Central Business Supply, office supplies \$330.85; Chemco, janitorial supplies \$199.00; Dean Christie, weed sprayer \$120.00; Cook's Recycling, commercial service \$69.00; DeBeer Small Engine, chain \$68.54; Dell Marketing, software \$703.80; Donna Dietrich, MI hearing \$121.57; East Dakota Water, monthly water conserv \$8,554.73; Theodore Eggebraaten, meals/gas/taxi \$151.00; Marv Ekeren, MI hearing \$15.00; Election Systems & Software, ballots \$1,628.91; Elite Business Systems, copier maintenance \$60.00; Farmer's Coop, LP gas \$7.56; G&K Services, laundry service \$174.97; Global Protection LLC, breathing kits \$10,883.00; Alan Glover, CAA \$572.90; Dick Halstead, meeting \$25.00; Mark Halverson, payroll advance \$500.00; Harold's Printing, envelopes/letterhead \$190.15; Harold's Photo, photo finishing \$18.90; Patricia Hartsel, transcript \$201.60; Hendricks Pioneer,

publishing \$17.72; Homestead Do-It Center, hardware \$27.13; Huron Culvert & Tank, culverts \$2,925.76; Justin Hyde, CAA \$180.00; Index, office supplies \$28.49; Insty-Prints, precinct maps \$44.50; Integrated Business Solutions, technology service \$7,424.90; Inter-Lakes Community Action, support worker \$629.00; ITC, database \$693.45; Jurgens Printing, books \$115.00; Emil Klavetter, mileage \$47.85; Mel Kloster, mileage/supplies \$170.69; Dale Kneebone, payroll advance \$500.00; Mark Kratochvil, gas/parking \$37.64; L&L Parts, parts/filters \$42.49; Langland Home Center, check ovens \$135.00; Tamara Lee, MI hearings \$85.74; Linweld, supplies \$97.52; Lyle's Signs, signs \$201.09; Donald McCarty, CAA \$784.42; MCI, telephone \$318.40; M&T, medical supplies/lights \$427.00; Bob Mans, meeting/mileage \$29.64; Martin's Inc, gas/diesel \$12,820.76; Mediacom, internet \$55.95; Mid-America Research, janitorial supplies/paint \$2,168.45; Midway Truck & Part, steering bracket \$20.00; Minnehaha Co Treasurer, joint powers agreement \$11,363.09; Nancy Nelson, CAA \$250.56; Nortek Computers, laptop adapter \$810.99; Sean O'Brien, CAA \$5,269.37; Jody Odegaard-Smith, CAA \$720.00; Ohlin Sales, batteries \$84.46; Robert Olson, payroll advance \$500.00; Bella Opatz, payroll advance \$500.00; Optimist Club of Bkgs, Avenue of Flags \$35.00; Prairie Graphics, shirts \$324.00; RFD News, publications/notices \$3,372.89; Ramkota Inn, rooms \$409.00; Reed's Electronics, video tapes \$299.00; Reliance Telephone, phone cards \$800.00; Dept of Revenue, MV/birth & death fees/admin fees/blood tests \$220,171.87; Reynold's Printing, ballots \$880.02; Running's Big R, supplies/drill \$202.39; Thomas Salonen, execution \$652.50; SD Dept of Health, hepatitis shots \$49.00; SDSU Instructional Tec, duplicate/edit tapes \$83.31; SDSU Workstudy, workstudy \$36.07; Shepardson's Hardware Hank, supplies \$48.19; Lisa Sik, payroll advance \$500.00; Sioux Falls Two Way Radio, parts \$57.09; Sioux Valley Wireless, utilities \$34.95; Sioux River Cyclery, gym/boxing set \$2,389.98; Sioux Valley Clinical Lab, medical \$61.46; Slowey Court Reporting, MI hearings \$120.00; Steve Smith, meeting/mileage \$39.50; Staff Search, temp help \$2,072.52; Deb Stamm, meals \$87.00; State of SD, network access fee \$22.40; Rose Marie Stee, meals/mileage/registration/supplies \$242.38; Connie Stoebner, transcript \$38.00; Sturdevant's Auto, parts \$41.45; Laurie Tangen, meals/mileage/registration \$414.10; Turning Point, foster care \$270.00; US Postal Service, postage \$450.00; Velvet Uniforms, batteries/bulb \$89.70; Verizon Wireless, telephone \$253.58; Wagner Real Estate, inspection fees \$600.00; Wal-Mart, office supplies \$284.93; City of White, utilities \$62.39; Terry Wiczorek, CAA \$671.22; Chad Wosje, meeting/mileage \$39.50; Xerox, maintenance \$192.15; Yankton Co Sheriff, service fee \$16.50; Yankton Co Treasurer, MI hearings \$182.10; Juror/Witness Fees: Elva Oppelt \$31.60.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, the Highway transfers for the month of April 2004, \$4,643.89 was transferred for expenditures to increase the Highway budget due to work performed and supplies furnished for various non-highway departments.

Commission Assistant/Personnel Director, Stephanie Vogel met with the board to discuss Personnel Matters, the 1921 Building Shed, Extension Travel Information, and the Rural Development Survey. Vogel distributed the updated 2004 Contingency List.

Zoning & Drainage Director, Robert Hill met with the board to discuss and distribute the following plat for approval.

Motion by Klavetter, seconded by Negstad, to approve for recording purposes Resolution 04-19. A Resolution for the plat of Lot 17 of Ramlo Shores Subdivision in Government Lot 3 in Section 21-112-47, Brookings County, South Dakota. Roll Call Vote: Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Election Supervisor, Stacy Steffensen met with the board to distribute and discuss Resolutions # 04-16, # 04-17, and # 04-18.

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Santema to sign Resolution # 04-16. Roll Call Vote: Klavetter "Aye," Negstad "Aye," Santema "Aye." Motion passes.

### **Resolution #04-16**

WHEREAS, National Guard Armory located at 300 5<sup>th</sup> St. S. in Brookings is currently the polling place for countywide elections for Precinct 3, which represents the portion of the City of Brookings south of 6<sup>th</sup> Street, north of 8<sup>th</sup> Street South and west of Medary Avenue;

WHEREAS, the Brookings City Hall is the polling place for Precinct 3 for the City of Brookings and Brookings School District elections;

WHEREAS, Brookings County wishes to use the same polling place for Precinct 3 for all elections;

WHEREAS, Brookings County is required by SDCL 12-14-1 to establish the polling place for countywide elections;

WHEREAS, the City of Brookings City Hall is available for use and has agreed to let the County use the location as the new polling place for Precinct 3;

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Precinct 3 polling location be moved from the National Guard Armory to the City of Brookings City Hall, located at 311 3<sup>rd</sup> Ave. in the City of Brookings for all future countywide elections.

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Deanna Santema,  
Chairperson  
Brookings County Commission

ATTEST:

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Janet Willmott, County Auditor

Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Santema to sign Resolution # 04-17. Roll Call Vote: Klavetter "Aye," Negstad "Aye," Santema "Aye." Motion passes.

### **Resolution #04-17**

WHEREAS, the Faith Reformed Church located at 1330 Main Ave. S in Brookings is currently the polling place for countywide elections for Precinct 8, which represents Medary Township;

WHEREAS, the Faith Reformed Church is unavailable for the June 1<sup>st</sup>, countywide election,

WHEREAS, Brookings County is required by SDCL 12-14-1 to establish the polling place for countywide elections;

WHEREAS, Holy Life Tabernacle Church located at 241 Mustang Pass in Brookings is available for use and has agreed to let the County use the location as a temporary polling place for Precinct 8;

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Precinct 8 polling location be moved from the Faith Reformed Church to Holy Life Tabernacle Church, located at 241 Mustang Pass in the City of Brookings for the June 1, 2004 countywide election.

Chairperson

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Deanna Santema,

Brookings County Commission

ATTEST:

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Janet Willmott, County Auditor

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Santema to sign Resolution # 04-18. Roll Call Vote: Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

## **Resolution #04-18**

WHEREAS, United Methodist Church located in Bruce is currently the polling place for Precinct 10, which represents the City of Bruce, and Eureka, Oakwood, Preston and Sterling Townships;

WHEREAS, this polling place is no longer available for the County to use as a polling place;

WHEREAS, Brookings County is required by SDCL 12-14-1 to establish the polling place for countywide elections;

WHEREAS, The Bruce American Legion Hall, located at 509 Jay St., is available for use and has agreed to let the County use the location as the new polling place for Precinct 10 for the June 1<sup>st</sup> countywide election;

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Precinct 10 polling location be moved from the United Methodist Church to the Bruce Legion Hall, located at 509 Jay St. in the City of Bruce for the June 1<sup>st</sup> countywide election.

Chairperson

ATTEST:

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Deanna Santema,

Brookings County Commission

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Janet Willmott, County Auditor

Highway Superintendent, Ted Eggebraaten met with the board to discuss Highway Matters. Eggebraaten distributed Applications for Occupancy on the Rights of Way of Brookings County Highways, DM&E Railroad Crossing Estimates, and correspondence from the City of Elkton, SD. Be it noted, the board discussed the estimated cost for the tree removal project on County Road 23.

Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Santema to sign the Application from Wim Hammink for Waterline Occupancy on the Right of Way of Brookings County Road # 23. Motion by Klavetter, seconded by Negstad, to delay action on the motion to approve and authorize Chairperson Santema to sign the Application from Wim Hammink for Waterline Occupancy on the Right of Way of Brookings County Road # 23. Be it noted, the action will be delayed until the Brookings County Planning Board acts on the Dreamland Dairy. Roll Call Vote: Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Santema to sign the Application from Qwest for Cable Occupancy in the Right of Way of County Road # 38. Roll call vote: Klavetter "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Commissioner Falken joined the meeting.

Emergency Management Deputy Director, Teresa Anderson and Deputy Fire Chief, Pete Bolzer met with the board to discuss the Brookings County Community Emergency Response Team (CERT) Program. The board discussed goals for the program, volunteers and age requirements, insurance and liability issues, and the current roster of active members. Be it noted, the board approved the Current Roster of Active Members as follows: Darrell Granbois, Brookings, SD; Connie Granbois, Brookings, SD; Robert Hill, Brookings, SD; Lawrence W.O. Holmes, Brookings, SD; Dina Mittan, Toronto, SD; Kurt Narveson, Volga, SD; Lee Powers, Brookings, SD; Kris Struwe, Brookings, SD; Barbara Telkamp, Brookings, SD; Roger Telkamp, Brookings, SD; Craig Tolley, Brookings, SD; and Wayne R. Williams, Elkton, SD.

Verle Thompson and Emergency Management Director, Todd Struwe met with the board to discuss Emergency Sirens in the City of Elkton, SD. Motion by Klavetter, seconded by Negstad, to approve the request of 33% of the cost of the purchase and installation of a new Emergency Siren for the City of Elkton, SD. The funding amount up to \$6,138.00 will come from the 2004 Contingency Fund. Roll call vote: Klavetter "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Commissioner Larson joined the meeting.

Brookings City Mayor, Scott Munsterman met with the board to present the Regional Revitalization Plan for Economic Development in the Brookings County area.

Zoning & Drainage Director, Robert Hill met with the board to discuss Zoning matters.

### **COMMISSIONER'S OPEN DISCUSSION**

Be it noted, the board discussed the Zoning Board meeting, the Spring Conference in Pierre, SD, the Future of Brookings meeting, the upcoming National Workers Compensation meeting, the Appraisals of the shed on the 1921 Building Property, the Hazardous Materials Conference, County Commission vehicle use, Personal use of and Federal Guidelines on County owned vehicles, and the Rural Development Survey.

### **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, May 18, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office